

Networking and Facilitation Visit Report

Name of the Federation: Thozhi

Date of Visit: 19th and 20th August- 2025

Visited By: Ayyappan & Jeya Paul Sunder

1. Introduction & Parameter Implementation

Out of the total 120 parameters, 111 have been implemented. 8 parameters are yet to be implemented, and one parameter is marked as “Not Applicable”.

The visit to Thozhi Federation was conducted to review governance systems, financial sustainability, documentation practices, training initiatives, and overall Federation member organization coordination. The review also aimed to capture progress on Niranthara Lite and OMT implementation, subcommittee functioning, and Board involvement.

2. Observations & Comments

2.1 Menstrual Care Leave

The Board has approved one-day menstrual care leave for women employees.

Comment: This reflects a progressive and gender-sensitive policy that sets a good precedent for other Federations. However, proper communication of policy and monitoring of its implementation should be ensured so that women staff feel confident to avail it without hesitation.

2.2 Membership Fee Collection

For 2024–25, 100% membership fees were collected.

For 2025–26, 50% has been collected till date, with the remaining amount under process.

Comment: Strong membership fee collection indicates financial discipline and commitment of member organizations. However, timely follow-up is required to ensure 100% completion within the financial year.

2.3 Reports & Documentation

Thozhi regularly shares quarterly, half-yearly, and annual reports, along with Utilization Certificates (UCs) to both the Board and member organizations.

Comment: The reporting system is transparent, systematic, and regular. However, reports should be made more analytical, linking activities to outcomes and long-term impact rather than just descriptive in nature.

2.4 Subcommittees

Subcommittees are active and functional. Two meetings were held in the last quarter of 2024- 25, and currently all Board members are highly engaged.

Comment: This shows strong governance practice and ownership by Board members. Going forward, subcommittees should also take responsibility for monitoring implementation of strategic plans to balance Secretariat workload.

2.5 Strategic Planning & Proposal Development

Thozhi has prepared a 3-year Strategic Plan, Concept Notes, and Proposals, but the team shared that the process consumed too much time, leaving little space to focus on other works.

Comment: Strategic planning is a critical investment for future growth. However, it is important to balance strategic work with routine functions. The Federation should build internal capacity in proposal writing and allocate clear roles so that operational activities do not suffer during planning phases.

2.6 Annual General Body Meetings (AGBM)

AGBMs are conducted every year with almost 100% attendance. This reflects the interest, commitment, and strong rapport between the Federation and its member organizations.

The AGBM organizing model and collection of membership fees and AGBM registration fees is a remarkable one that can be followed by other federations who find difficult to collect their membership fees.

Comment: This is a clear strength of Thozhi, showing high member participation and ownership. Efforts should be made to maintain this momentum by ensuring meetings are interactive and solution-oriented, not only procedural.

2.7 External Engagement & Recognition

Thozhi is part of many district-level committees and is frequently invited by other organizations to participate in trainings and discussions.

Comment: This demonstrates Thozhi's growing credibility and influence at the district level. The Federation should leverage this recognition to advocate for policy changes and wider social impact.

2.8 Niranthara Lite Implementation

Among 14 member organizations, 8 have successfully implemented all 75 parameters. Documentation, both hard copies and soft copies, is well maintained.

Comment: This is an excellent achievement, reflecting effective follow-up and partner commitment. Going forward, focus should be on ensuring continuous monitoring so that parameters do not remain only on paper but are integrated into daily organizational functioning.

2.9 OMT (Online Member Training)

Thozhi has proactively taken the initiative to conduct OMT training for Federation Master Trainers. The Master Trainers are expected to further train the member organizations. Trainings were conducted on time and effectively. However, the Training of Trainers (ToT) component needs improvement.

Comment: Thozhi has shown strong initiative in building internal training systems. To maximize impact, more structured ToT methodologies, including practice sessions, feedback loops, and refresher trainings, should be introduced.

2.10 Common Minimum Programme (CMP)

After the strategic plan exercise, this CMP is changing, hence a revised CMP need to be developed, and the CMP committee also need to be updated on the same

3. Key Strengths

- a. Progressive gender-sensitive policy (menstrual care leave).
- b. High membership fee collection showing financial discipline.
- c. Transparent and regular reporting with UCs.
- d. Active subcommittees and highly engaged Board members.
- e. Consistently high participation in AGBMs.
- f. Growing district-level recognition and networking.
- g. Strong documentation and implementation of Niranthara Lite.
- h. Initiative in conducting OMT trainings for Master Trainers.

4. Key Areas for Improvement

- a. Ensure timely completion of membership fee collection for 2025–26.
- b. Make reports more analytical with outcome-based insights.
- c. Balance strategic planning and routine operations to avoid overburdening the Secretariat.
- d. Strengthen Training of Trainers (ToT) under OMT for better sustainability.
- e. Maintain continuous partner engagement so parameter implementation is not just compliance-driven but impact-oriented.
- f. Induction Check List for Board Members: Roles, Responsibilities and working with women workers need to be prepared as checklist and tentative induction program agenda
- g. Gunjan MIS software issue to be resolved

5. Recommendations

- a. Institutionalize a reporting framework that links activities to outcomes, with clear indicators.
- b. Assign subcommittees specific monitoring roles to ease the Secretariat workload.
- c. Strengthen Federation and partner communication by introducing a structured feedback mechanism.
- d. Leverage Thozhi's external recognition to expand its advocacy role in district and state-level forums.

6. Member Organization Visit and Observations

On the second day, Mr. Jeyapaul and I, along with the Secretariat team, visited Sri Devi Maha Trust in Pennagaram, which is about 35 km from Dharmapuri. We spent half a day there, where we had an informal discussion with Mrs. Devaki and her team about their organization. She shared that the Niranthara Training had greatly impressed her and helped her gain knowledge on the systematic functioning of an organization, which in turn enabled her to mobilize resources and strengthen managerial skills.

Following this, document verification was carried out by us with support from the Thozhi team. The visit was very meaningful and stood as a practical example of the impact of the Niranthara Training.

In the afternoon, at the request of Mr. Shankar, our team participated in the Project Launch on Sexuality and Reproductive Health Rights and Justice held in Dharmapuri. The event was addressed by the local MLA and the Health Department, focusing on issues related to MMR and abortion. We also had the opportunity to meet all the Dharmapuri district member organizations during this program.

7. Conclusion

Thozhi Federation demonstrates strong governance, effective partner coordination, and growing external recognition. Its commitment to gender-sensitive policies, transparent financial management, and systematic training initiatives is commendable. With further strengthening of ToT, analytical reporting, and balanced workload distribution, Thozhi is well-positioned to become a model Federation in the region.